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Superintendent

Letter of Agreement Between a District and a Provider

The following items must be included in a letter of agreement or contract between a school district (LEA) and an SES provider:

1. Specific achievement goals for the student, which must be developed in consultation with the student's parent/guardian.
2. A description of how the student's progress will be measured and how the student's parent/guardian and teachers will be regularly informed of that progress.
3. A timetable for improving the student's achievement.
4. A provision for termination of the agreement if the provider fails to meet the student progress goals and timetables.
5. Provisions governing payment for the services, which may include provisions addressing missed sessions.
6. A provision prohibiting the provider from disclosing to the public the identity of any student eligible for or receiving supplemental educational services without the written permission of the student's parent/guardian.
7. An assurance that supplemental educational services will be provided consistent with applicable health, safety, and civil rights laws.
8. In the case of a student with a disability, the achievement goals, measurement and reporting of progress, and timetable described in items 1 through 3 above must be consistent with the student's individualized education program under Section 614(d) of the IDEA. In the case of a student covered by Section 504, they must be consistent with the student's individualized services under Section 504. However, these services are in addition to, and not a substitute for, the instruction and services required under the IDEA and Section 504, and should not be written into individualized education programs under IDEA or into any Section 504 plans.